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From: Saunders, Della (DPH)
Sent: Monday, April 30, 2012 2:25 PM
To: Corbett, Kate (DPH); Frasca, Daniela (DPH); Glazer, Lisa (DPH); Khan, Annie (DPH); Lawler, Michael (DPH); Lleshi, Hevis (DPH); Medina, Nicole (DPH); O'Brien, Elisabeth (DPH); Phillips, Gloria (DPH); Piro, Peter (DPH); Renczkowski, Daniel (DPH); Salemi, Charles (DPH); Saunders, Della (DPH); Sprague, Shirley (DPH); Tan, Zhi (DPH); Tran, Mai (DPH); Zanolli, Janice (DPH)
Subject: Overtime

Hi Everyone,
The Drug Lab has overtime effective immediately. We are able to work 10 hours each per week. As per usual, if there is overtime on the weekends, you will need a crew of 3 including a supervisor to open up and lock up. Also, please keep track of your sample output by month. Thanks,
Della